



**Child Development  
Division**

**MANAGEMENT  
BULLETIN**

<b>Subject:</b> INCOME CEILINGS FOR ADMISSION TO STATE PRESCHOOL PROGRAMS	<b>No.:</b> 03-04
<b>Authority:</b> <i>Education Code</i> Sections 8235 and 8236, and <i>California Code of Regulations</i> , Title 5, Section 18131	<b>Date:</b> April 1, 2003
	<b>Expires:</b> When Superseded

**ATTENTION: PROGRAM DIRECTORS OF STATE PRESCHOOL PROGRAMS**

**PURPOSE**

The purpose of this Management Bulletin is to transmit the revised Schedule of Income Ceilings for the State Preschool program. The Schedule of Income Ceilings is provided in both monthly and yearly amounts to determine the eligibility of families for the State Preschool program.

**BACKGROUND**

In accordance with *Education Code* Section 8235, the Superintendent of Public Instruction shall administer all State Preschool programs in accordance with the funding priorities set forth in *Education Code* Section 8236. (Refer to your contract Funding Terms and Conditions for detail.) Section 18131 of Title 5 of the *California Code of Regulations* establishes enrollment priorities as follows:

The first priority for services, regardless of the child's age (3 or 4), shall be given to children in need of child protective services. If the contractor is unable to enroll a child in this first priority, the contractor shall refer the child's parent or guardian to local resource and referral agencies so that services for the child can be located.

After children in the first priority are served, the contractor shall give priority to eligible four-year-old children prior to serving eligible three-year-old children. "Four-year-old children" means those children who have their fourth birthday on or before December 2 of the fiscal year in which they are enrolled in a state preschool program. "Three-year-old children" means those children who have their third birthday on or before December 2 of the fiscal year in which they are enrolled in a state preschool program.

Within these age groups, families with the lowest adjusted monthly income shall be admitted first. The contractor shall certify to the California Department of Education that enrollment priority is being given to eligible four-year-old children. If more than one family has the same income, the contractor may establish the following priorities in an order determined by the contractor.

1. Children who are identified as limited English or non-English proficient.
2. Children with exceptional needs whose Individualized Education Program (IEP), as described in Section 5602 of the *Education Code* and sections 3030 and 3031 of Title 5 of the *California Code of Regulations*, identifies a State Preschool program as being an appropriate placement during all or part of the State Preschool day.
3. Children from families whose special circumstances may diminish the children's opportunities for normal development.

In accordance with *Education Code* Section 8237, a State Preschool program contracting agency has 120 days prior to the first day of the new preschool year to certify eligibility and enroll families into its program. *California Code of Regulations*, Title 5, Section 18133 provides that if no eligible children are on the waiting list for enrollment in the State Preschool program, the contractor may enroll children who are not otherwise eligible. This includes children who exceed the age limitations and children from families whose adjusted monthly income exceeds the State Preschool income ceiling by 15 percent or less. Any such children meeting these exceptions shall comprise no more than 10 percent of total enrollment.

*Education Code* Section 8263(f)(1) specifies that no fees shall be assessed for families whose children are enrolled in the State Preschool program.

## **POLICY**

Beginning April 1, 2003, and continuing until superceded by a subsequent Management Bulletin, families whose income is equal to or less than the amount shown for the corresponding family size on the attached Schedule of Income Ceilings are determined eligible for the State Preschool program. The income ceilings do not apply to families prioritized as recipients of child protective services.

Questions regarding this Management Bulletin should be addressed to your assigned Child Development Division Field Services Consultant.

/s/ Michael Jett

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Michael Jett, Director  
Child Development Division

/s/ Kathy B. Lewis

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Kathy B. Lewis  
Associate Superintendent  
Child, Youth and Family Services

Attachment: Schedule of Income Ceilings for the State Preschool Program

This Management Bulletin is mandatory only to the extent that it cites a specific statutory and/or regulatory requirement. Any portion of this Management Bulletin that is not supported by a specific statutory and/or regulatory requirement is not prescriptive pursuant to Education Code 33308.5.

**SCHEDULE OF INCOME CEILINGS  
FOR THE  
STATE PRESCHOOL PROGRAM**

Effective 04/01/2003

**Family Income Ceilings**

<b><u>Family Size</u></b>	<b><u>Monthly</u></b>	<b><u>Yearly</u></b>
1-2	\$2,600	\$31,200
3	\$2,925	\$35,100
4	\$3,250	\$39,000
5	\$3,510	\$42,120
6	\$3,770	\$45,240
7	\$4,030	\$48,360
8	\$4,290	\$51,480
9	\$4,550	\$54,600
10 or more	\$4,810	\$57,720